

**PORT JERVIS CITY SCHOOL DISTRICT  
BOARD OF EDUCATION**

**Meeting Minutes  
September 6, 2016**

The Regular Meeting of the Board of Education was held on September 6, 2016, in the High School Cafeteria.

Members Present:        Judith Amato  
                                 Brian Dewey  
                                 Deborah Lasch  
                                 Valerie Maginsky (arrived at 6:03 pm)  
                                 Tanya Parker-Hughes  
                                 Catherine Sadaghiani  
                                 Florence Santini (left at 7:00 pm)  
                                 William Smith  
                                 Robert Witherow

Members Absent:

Others Present:         Thomas Bongiovi, Superintendent  
                                 Cynthia Benedict, Assistant Superintendent for Instruction  
                                 Lorelei Case, Assistant Superintendent for Business  
                                 Kristen Lopez, Clerk of the Board

**Call to Order – Agenda Item 1**

The meeting was called to order by President Lasch.

**Motion to Enter into Executive Session – Agenda Item 2**

William Smith moved, seconded by Flo Santini, to enter into executive session at 6:00 pm. Motion carried with an 8-0-1 (Maginsky) vote.

William Smith moved, seconded by Brian Dewey, to close executive session at 7:00 pm. Motion carried by an 8-0-1 (Santini) vote.

**Regular Session Resumes – Agenda Item 3**

William Smith moved, seconded by Valerie Maginsky, to return to regular session at 7:09 pm. Motion carried by an 8-0-1 vote. Cathy Sadaghiani moved, seconded by Valerie Maginsky, to approve the amended agenda. Motion carried by an 8-0-1 vote. The Pledge of Allegiance was led by Thomas Bongiovi, followed by a moment of silence. Debbie Lasch asked for a moment of silence in remembrance of Dennis Simmons.

**Presentation – Agenda Item 4**

Mrs. Christine Addy, PJHS Cheerleading Coach, discussed plans for a football cheerleading trip to Florida. While attending cheer camp in August, the team was offered the opportunity to perform at Walt Disney World's Christmas Spectacular. The girls would leave on December 1 and return on December

4. This trip will be privately funded. Mrs. Addy requested that the Board give them approval for the trip at this meeting. Discussion regarding this permission ensued.

Judy Amato motioned, seconded by Cathy Sadaghiani, to approve the senior cheerleading trip to Walt Disney World from December 1-4, 2016. Motion carried by an 8-0-1 vote.

### **Public Comment – Agenda Item 5**

Jessica Dahlgren, parent of a special needs student, spoke of her concern with getting help from the District regarding busing issues she is having with her son, who is non-verbal and autistic. She states that she feels helpless and is not getting the relief she seeks in regards to her child being assigned two different buses. She came to speak to the Board tonight because she is a concerned parent.

President Lasch thanked her for coming to the meeting and commenting.

### **Administrative Reports – Agenda Item 6**

**Ms. Case** reported that the summer construction went well. Teachers are back in their classrooms. There are still unfinished details in the renovations and these items will be addressed after hours and on the weekends.

Thank you to Don Preiss and his staff for a great job preparing our buildings for opening day. The classrooms and the grounds look beautiful and ready for student instruction.

Tax collection has begun. A reminder to our taxpayers that payments will be received at the location and times listed on the tax bills. Collections are not received at Thompson Street. Any questions, call 858-3100, ext. 15533.

**Mrs. Benedict** reported that the buildings were very busy leading up to today's first day of school for our students. Opportunities were provided for our students and their parents/guardians to visit each school. Administrators greeted our newest students at kindergarten orientations at both elementary schools and at new student orientations at the Middle School and High School.

Mrs. Benedict thanked the teachers that welcomed our students and all those who attended these events. She asked everyone to mark their calendars for our upcoming Open Houses, the dates of which are available on the district website.

In an effort to guide our school improvement work, Mrs. Benedict stated that we are launching NY State required surveys today. The surveys are approved for use as part of the DTSDE review. We will be collecting data from three very important stakeholders, our parents, our students and our professional staff. The three surveys that are referred to as the *Data Triangle* (The Family Engagement Survey, The Student Voice, and The School Performance Scan). The surveys will be available through a link on our website. The Data Triangle builds capacity for the district and our schools to make informed decisions and plan strategies for improvement as well as continually monitor progress.

Mrs. Benedict referenced the new teacher and principal APPR plans, and provided a brief history of Education Law concerning section 3012-c and 3012-d. The updated plans are required by the state to provide for a four-year transition period. During this period, the results of the 3-8 ELA and Math state assessments will be prohibited for use in evaluating the performance of teachers, principals and students. She states the plans have been reviewed and are supported by our law firm. Once the board approves the plans, they will be submitted to the state for approval.

Mrs. Benedict also wished everyone a wonderful school year.

**Mr. Bongiovi** reported that the Opening Day Superintendent’s Conference went well and that it was great to see the staff return for another school year. The Port Jervis Educational Foundation made available \$1000.00 to be awarded between the schools for use on special projects throughout the school year. Mr. Bongiovi thanked the PJEF for their support of our teachers, students and schools.

Mr. Bongiovi discussed the topics of day two of the Superintendent’s conference. Those topics included presentations by Mrs. Benedict on the APPR plan, Ms. Sullivan’s on Response to Interventions, and Mrs. Lain and Mr. Lazzaro’s on Middle School Designation and Plan to move forward.

**Consent Agenda Items – Agenda Item 7**

William Smith moved, seconded by Cathy Sadaghiani, to approve the agenda items as follows:

- a. Minutes from the August 16, 2016 Meeting of the Board of Education (Section I)**
- b. Minutes from the August 19, 2016 Special Meeting of the Board of Education (Section I)**
- c. CSE/CPSE Minutes (enclosure 1)**  
 CSE: 8/10/16; 8/11/16; 8/15/16; 8/16/16; 8/17/16; 8/18/16; 8/24/16  
 CPSE: 8/5/16; 8/16/16; 8/24/16; 8/29/16
- d. FMLA, Intermittent and Leave of Absences per Enclosures (Section III, Personnel)**
- e. Resignation(s) (Section III, Personnel)**

**Previously Approved Co-Curricular Position for the 2016-2017 School Year – Vacancy 1895**

<u>Name</u>	<u>Position</u>	<u>Salary</u>
James Santos (Approved at August 1, 2016 BOE meeting)	OM Advisor	\$1,399
Ryan Schupp (Approved at July 5, 2016 BOE Meeting)	Fall Weightlifting	\$1,057

**Appointment(s) – Agenda Item 8**

Judy Amato moved, seconded by Tanya Parker-Hughes, to sever item A from the Agenda. Motion carried 8-0-1.

Cathy Sadaghiani moved, seconded by Robert Witherow to approve appointments B through I as follows. Motion carried by an 8-0-1 vote.

**B. Support Staff**

**Name:** Lynn McCann-Hendershot  
**Position:** Administrative Aide - Promotional  
**Assignment:** District Wide  
**Reason:** Vacancy No. 1940  
**Probation:** 8-12 weeks  
**Effective:** September 6, 2016  
**Salary:** \$20.19 – Step 4  
    .21 – Health Insurance Offset  
 \$20.40/hr.

**Name:** Maria Rodano  
**Position:** School Monitor  
**Assignment:** ARCH  
**Reason:** Vacancy No. 1907  
**Probation:** N/A  
**Effective:** September 12, 2016 (2016-2017 school year)  
**Salary:** \$20.77 – Step 13  
.45 – Longevity  
.21 – Health Insurance Offset  
\$21.43/hr.

**Name:** Matthew Mecking  
**Position:** School Monitor - Substitute  
**Assignment:** District Wide  
**Reason:** Per Diem  
**Probation:** N/A  
**Effective:** September 1, 2016  
**Salary:** \$14.42 – Step 1

**Name:** Dennis Seger  
**Position:** School Monitor - Substitute  
**Assignment:** District Wide  
**Reason:** Per Diem  
**Probation:** N/A  
**Effective:** September 1, 2016  
**Salary:** \$14.42 – Step 1

**Name:** Nicole VanBenschoten  
**Position:** Administrative Aide - Temporary  
**Assignment:** District Wide  
**Reason:** Vacancy No. 1937  
**Probation:** Temporary with possibility of becoming Probationary/Promotional  
**Effective:** September 1, 2016  
**Salary:** \$22.06 – Step 7  
.21 – Health Insurance Offset  
\$22.27/hr.

**Name:** Jonathan Muro  
**Position:** Lead Maintenance Specialist – HVAC - Provisional  
**Assignment:** District Wide  
**Reason:** Vacancy No. 1931  
**Probation:** N/A  
**Effective:** September 26, 2016 (pending fingerprint clearance)  
**Salary:** \$27.95 – Step 3

**Name:** Jackie Smith  
**Position:** Administrative Aide – Provisional to Probationary/Promotional  
**Assignment:** District Wide  
**Reason:** Vacancy No. 1919  
**Probation:** 8-12 weeks

Effective: September 7, 2016  
 Salary: No Change  
**Name: Jessica Ellsworth**  
 Position: Administrative Aide – Provisional to Probationary/Promotional  
 Assignment: District Wide  
 Reason: Vacancy No. 1849  
 Probation: 8-12 weeks  
 Effective: September 7, 2016  
 Salary: No Change

**Name: Denise Lefberg**  
 Position: Clerk Typist – PT (5.75 hrs. per day) - Temporary  
 Assignment: District Wide  
 Reason: Vacancy No. 1938  
 Probation: N/A  
 Effective: September 1, 2016  
 Salary: \$16.58 - Step 1

**Name: Bonnie Whitney**  
 Position: Clerk Typist –Temporary  
 Assignment: District Wide  
 Reason: Vacancy No. 1941  
 Probation: N/A (temporary with possibility of becoming probationary)  
 Effective: September 19, 2016  
 Salary: \$16.58 - Step 1

**Name: Jerianne Baumgardner**  
 Position: Clerk Typist – Change in Personnel Status – Temporary to Permanent  
 Assignment: District Wide  
 Reason: Vacancy No. 1925  
 Probation: N/A  
 Effective: September 7, 2016  
 Salary: No Change

**Name: Tammy Mackin**  
 Position: Clerk Typist - Probationary  
 Assignment: District Wide  
 Reason: Vacancy No. 1941  
 Probation: 8-26 weeks  
 Effective: September 15, 2016  
 Salary: \$18.66 - Step 5  
    .21 – Health Insurance Offset  
 \$18.87/hr.

**C. Co-Curricular Positions for the 2016-2017 School Year – Vacancy No. 1895**

<u>Name</u>	<u>Position</u>	<u>Salary</u>
James Santos	Co-Advisor, National Honor Society	\$2,319 – shared

**D. Curriculum Coordinator Positions for the 2016-2017 School Year – Vacancy No. 1895**

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Dawn Buzzelli	Co-Chair, Kindergarten – ASK	\$2,323 - shared

Susan McDonald      Co-Chair, Kindergarten – ASK      \$2,323 –shared

**E. Athletic Coaching Positions for the 2016-2017 School Year – Vacancy No. 1895**

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Nicholas Miller	Assistant Football Coach	Volunteer/non-paid

**F. ACES Instructional Staff for the 2016-2017 School Year – Vacancy No. 1905**

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Megan Wieboldt	Science	\$50.58/hr.
Walter Kaufmann	Math	\$50.58/hr.
Ashley Sparke	English	\$50.58/hr.
Robert Avdoyan	Special Education	\$50.58/hr.
Scott Spears	Social Studies	\$50.58/hr.
Anthony Caporale	Guidance Counselor	\$50.58/hr.

**G. ARCH Instructional Staff for the 2016-2017 School Year – Vacancy No. 1904**

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Tracy West-Barnes	Business Math	\$50.58/hr.
Padraic McCarthy	Science	\$50.58/hr.
Nicholas Miller	Social Studies	\$50.58/hr.
Cory Ferguson	Math	\$50.58/hr.
Nina Scudieri	English	\$50.58/hr.
Nicole Vasti	Special Education Math	\$50.58/hr.
Nancy Caporusso	English	\$50.58/hr.
Deanna Perez	Physical Education	\$50.58/hr.
Jonathan Foley	Physical Education	\$50.58/hr.
Damien Striharsky	Physical Education	\$50.58/hr.
Kelsey Mendola	Special Education Social Studies	\$50.58/hr.
Cathy Lane	Guidance	\$50.58/hr.
Christopher Stellato	Guidance	\$50.58/hr.

**H. ARCH Instructional Substitute for the 2016-2017 School Year – Vacancy No. 1904**

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Joseph Coniglio	Substitute	\$50.58/hr.
Austin Carroll	Substitute	\$50.58/hr.

**I. Substitute Teachers/RN's**

*\*Denotes College Students*

***Bold=Home Tutor***

**A= Certified**

**DawnMaria Clune**

June Mecca

Jennifer Toth

**Marissa Carlton** (Previously approved as a “B” sub on the August 16, 2016 BOE Agenda)

**Yvonne Housman**

Anne Patterson

**Billie Hanlon**

James Mecca

Rita Roche

**B = Bachelor's Degree**

Lisa Donahue

Andrew Wierl

Michael McLaughlin

Kara Conklin

Matthew Sexton

Della Russell

**C=48 or more College Credits**

Raymond Marsh

Lawrence Doto

**RN's**

Melissa Kinman

Josephine Canfield

Judy Amato asked for clarification on Item A regarding the hiring of teachers with pending certifications. Mr. Bongiovi clarified that there was an issue finding a qualified Technology teacher, and the same was the case with the special education position. He stated that the pending certification appointments should be finished with their requirements for certification around January 2017. Mrs. Amato asked what would happen if they did not get their certification. Mr. Bongiovi stated that their temporary appointment with the district will end on June 30, 2017.

Tanya Parker Hughes moved, seconded by Cathy Sadaghiani, to approve Instructional Staff Item A as follows. Motion carried by an 8-0-1 vote.

**A. Instructional Staff**

**Name:** Kelsey Mendola\*  
**Position:** Special Education Teacher  
**Certification:** Students with Disabilities (Gr. 7-12)  
**Assignment:** High School  
**Reason:** Vacancy No. 1939  
**Effective:** September 1, 2016  
**Tenure Track:** September 1, 2016 – June 30, 2020  
**Salary:** \$53,532 – Step 1

**Name:** Christopher Tuthill  
**Position:** Technology Teacher - Temporary  
**Certification:** Carpentry 7-12, Professional  
Technology Education (pending)  
**Assignment:** Middle School  
**Reason:** Vacancy No. 1935  
**Effective:** September 1, 2016 – June 30, 2017  
**Salary:** \$53,532 – Step 1

**Name:** Nicholas Miller  
**Position:** Special Education Teacher - Temporary  
**Certification:** Social Studies 7-12, Initial  
Students with Disabilities - Gr. 7-12 (pending)  
**Assignment:** Middle School  
**Reason:** Vacancy No. 1942  
**Effective:** September 1, 2016 – June 30, 2017  
**Salary:** \$53,532 – Step 1  
1,500 – Masters  
1,518 – Credits (33)  
\$56,550

**\* This individual must receive three (3) annual APPR composite ratings of Effective or Highly Effective, in at least three (3) of the preceding four (4) years and cannot have an APPR composite rating of Ineffective in the last year of his or her probationary appointment to be granted or considered for tenure.**

**Approval of Revised “Kass and Jules” Dorritie Memorial Scholarship – Agenda Item 9**

William Smith moved, seconded by Cathy Sadaghiani, to approve the revised “Kass and Jules” Dorritie Memorial Scholarship. Motion carried by an 8-0-1 vote.

**Approval of Revised PJCS D CSEA Unit No. 7912 Scholarship – Agenda Item 10**

Brian Dewey moved, seconded by Cathy Sadaghiani, to approve the revised PJCS D CSEA Unit No. 7912 Scholarship. Motion carried by an 8-0-1 vote.

**Adoption of 2016-2017 District Goals – Agenda Item 11**

Brian Dewey moved, seconded by Cathy Sadaghiani, to adopt the 2016-2017 District Goals. Motion carried by an 8-0-1 vote.

**Adoption of APPR Plan Resolution for the 2016-2017 School Year - Agenda Item 12**

Valerie Maginsky moved, seconded by Cathy Sadaghiani, to adopt the APPR Plan Resolution for the 2016-2017 school year. Motion carried by an 8-0-1 vote.

**Approval of Food Service Agreement between PJCS D and Easter Seals/Project Discovery – Agenda Item 13**

Brian Dewey moved, seconded by Cathy Sadaghiani, to table Approval of Food Service Agreement between the PJCS D and Easter Seals/Project Discovery. Motion carried by an 8-0-1 vote.

**Approval of District Safety Plan and School Buildings Emergency Response Plan for the 2016-2017 School Year - Agenda Item 14**

Brian Dewey moved, seconded by William Smith, to approve the District Safety and School Buildings Emergency Response Plans for the 2016-2017 school year. Motion carried by an 8-0-1 vote.

**Discussion of TASC Proposals – Agenda Item 15**

William Smith moved, seconded by Robert Witherow, to bring discussion of TASC Proposals to the floor. Much discussion ensued with the decision to have Mr. Bongiovi go forward with gathering information from the eligible students as to their interest in the BOCES TASC proposal. After the facts are collected, Mr. Bongiovi will bring the information back to the Board for further discussion of how to proceed with this program. Motion carried by a 7-0-1-1 (Judy Amato abstain) vote.



## **Approval of Side Letter Agreement Between the Board of Education of the Port Jervis City School District and the Port Jervis Teachers' Association Concerning a Summer Program – Agenda Item 16**

Cathy Sadaghiani moved, seconded by Brian Dewey, to approve the Side Letter of Agreement between the Board of Education of the Port Jervis City School District and the Port Jervis Teachers' Association concerning a summer program. Motion carried by an 8-0-1 vote.

**BE IT RESOLVED: that, pursuant to Education Law 913, the employee discussed in executive session is directed to report for a medical examination in order to determine the mental/physical capacity of such person to perform her duties as an employee of the Port Jervis City School District. Said medical examination shall be before Dr. Allen Rubenstein on September 26, 2016 at 2:00 pm, at his office located at 101 W. 79<sup>th</sup> Street, Suite 3B, New York, New York 10024 and on any subsequent days Dr. Rubenstein may require to complete said exam; and**

**BE IT FURTHER RESOLVED that the employee is directed to produce any and all medical records related to the present state of her health for the past three years to the District by September 16, 2016. – Agenda Item 17**

William Smith motioned, seconded by Cathy Sadaghiani, to accept the resolution. Motion carried by an 8-0-1 vote.

## **Committee/Liaison Reports (as available) – Agenda Item 18**

**Policy Committee** – Cathy Sadaghiani wanted to set up a date for a Policy meeting. After discussion, it was decided that the Policy Committee would meet on September 21, 2016 at 11:00 am at Thompson Street.

**DLT Liaison** Robert Witherow said they have not met. Mrs. Sadaghiani also directed the principals that when they do have their BEPT meetings, to look at their plans and let the Committee know what works best.

**Port Jervis Liaison** Valerie Maginsky reported that in April 2014 Port Jervis became the first Complete Street City in Orange County and as a result is open to some grant money. The grant is being overseen by the Orange County Dept. of Health for the process of designing Pike Street and Front Street into the Jersey Avenue Corridor. Mrs. Maginsky explained that “complete street” means that all modes of transportation, from walking, biking, driving a car, etc. have use of the streets in a safe manner. She invited everyone on Monday, September 12, 2016 to the Common Council Room between 10:00 – 11:00 am and 2:00 - 3:00 pm, to comment on the plan and the preliminary design.

Mrs. Maginsky announced that the Port Jervis Fall Foliage Festival would be held on September 25, 2016, with the Scarecrow contests on September 23, 2016. There will also be a fundraising breakfast at the Farmer's Market in Port Jervis on October 28, 2016 at 8:00 am.

**Deerpark Liaison Report** – Mrs. Lasch (for Liaison Flo Santini) reminded all that the September 11 Memorial Ceremony would take place 8:30 am on Sunday at Deerpark Town Hall. She thanked the students of the district for participating and encouraged everyone to attend.

**OCSBA** delegate William Smith announced that there would be a meeting at 7:00 pm on September 7, 2016 at BOCES in the Administrative Conference Room regarding new regulations regarding school safety. Updates will follow.

Mr. Smith also stated that October 27 – 29, 2016 is the New York State School Board Convention. He will update us on the conference at a later date.

## **Board Member Comments – Agenda Item 19**

**Mrs. Lasch** thanked Superintendent Bongiovi for inviting the Board to Opening Day. She stated that all members of our District's staff make wonderful contributions to our kids, and would like to thank the staff from the bottom of her heart for all they do.

**Mrs. Maginsky** stated that she walks before work, and this morning walked in front of the Middle School. She said the chatter from the kids and the energy around everyone was amazing, and she looks forward to an amazing school year.

**Mr. Smith** sent his condolences to the Simmons family on the passing of Dennis. He stated Dennis was a staple of the community, a veteran, and legislatively did so much for our town. He will be sorely missed by all.

Mr. Smith also echoed Mrs. Maginsky's comments, stating the district looked so good, and he was impressed by the new sign at ASK. He stated Port Pride was echoing all around the district and he is looking forward to a good year.

**Mr. Witherow** welcomed everyone back to another school year, stating it was an exciting time for everyone to get back to school, meet students and start fresh in our business to educate – Let's all have a good school year!

**Mrs. Amato** professed that she agreed whole heartedly with Mr. Witherow. She said that there was much work to do, but was excited to get started. She also expressed her condolences to the Simmons family.

**Mr. Dewey** thanked the senior class advisors for asking him to cook hamburgers at the game. He stated he forgot how much fun it was to participate in the excitement of the football games, and also wanted to give his congratulations to the Raiders.

**Mrs. Sadaghiani** echoed the sentiments of board members and wished good luck to all in the new school year. She reminded the principals that substitute aides should be called in to the classrooms in case of teacher aide absences. She clarified that this means all teacher aide positions, not just special education teacher aides. She said that we needed to carefully examine all employment applications to canvass for aide substitutes. She stated the substitute aide list is too short, and we need to bolster the list.

**Ms. Case** expanded on Mrs. Sadaghiani statement, stating that teacher-aide hours are not long enough to interest people, and some that are interested in being a substitute teacher-aide are not interested in working in all school buildings.

**Mr. Bongiovi** offered that we would continue to review substitute lists to increase their numbers, and in the meantime encouraged the principals to call in a substitute if support staff call in sick.

## **Dates to Remember – Agenda Item 20**

President Lasch read the dates to remember.

## **Possible Motion to Enter into Executive Session – Agenda Item 21**

No motion brought to the floor.

**Adjournment – Agenda Item 22**

Tanya Parker-Hughes moved, seconded by Brian Dewey, to adjourn the meeting at 8:21 pm with an 8-0-1 vote.

The next regular meeting/workshop will be held on **Tuesday, September 20, 2016**, at 7:00 p.m. in the High School Cafeteria.

Transcribed by ***Kristen M. Lopez***

Kristen M. Lopez, Clerk of the Board  
*Port Jervis Board of Education*

09/06/16